

Date _____

FBI Processing Office

Section 1 - Minimum Qualifications	Yes	No	Initials
------------------------------------	-----	----	----------

1.	I am a United States citizen.	<input type="checkbox"/>	<input type="checkbox"/>	_____
2.	I am at least age 23. I understand that if I reach age 37 prior to the time of appointment to the FBI Academy I will be disqualified from the applicant process.	<input type="checkbox"/>	<input type="checkbox"/>	_____
3.	I possess a valid driver's license.	<input type="checkbox"/>	<input type="checkbox"/>	_____
4.	I have a four-year degree or an advanced degree from a resident college/university certified by one of the six Regional Accreditation Associations.	<input type="checkbox"/>	<input type="checkbox"/>	_____
5.	(Those with No degree in Law or Accounting, or No fluency in a foreign language) Possess a four-year degree plus three years of full-time work experience Or possess an advanced degree plus two years of full-time work experience (as defined by my employer), excluding internships, co-operatives, summer or temporary employment.	<input type="checkbox"/>	<input type="checkbox"/>	_____
6.	I am completely available for assignment anywhere in the FBI's jurisdiction (The United States and Puerto Rico) at any time during my tenure with the FBI.	<input type="checkbox"/>	<input type="checkbox"/>	_____
7.	I have discussed my potential transfer with my spouse, significant other, and/or family. They know that I must be willing to relocate as a requirement of the Special Agent position.	<input type="checkbox"/>	<input type="checkbox"/>	_____
8.	I am willing and able to engage in strenuous and potentially dangerous duties to include, but not limited to, the use of firearms , participation in raids, arrests and/or the use of defensive tactics.	<input type="checkbox"/>	<input type="checkbox"/>	_____

		Yes	No	Initials
9.	I am willing to undergo a comprehensive background investigation, including contacts with all references, employers, co-workers, close personal associates, etc., and review of my driving record, credit history, criminal history, and service in the military, as well as undergo a pre-employment polygraph, physical examination, a urinalysis drug test.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Section 2 - Automatic Disqualifiers

The conditions listed below are **disqualifiers** for the Special Agent position. Please respond honestly to the following questions:

10.	I am aware that refusal to submit to a FBI urinalysis (drug testing) or polygraph examination is grounds for disqualification from the Special Agent applicant process.	<input type="checkbox"/>	<input type="checkbox"/>	_____
-----	---	--------------------------	--------------------------	-------

Have you ever:

11.	Been convicted of a felony charge?	<input type="checkbox"/>	<input type="checkbox"/>	_____
12.	Defaulted on a student loan (insured by U.S. Government)?	<input type="checkbox"/>	<input type="checkbox"/>	_____
13.	Used marijuana in the past 3 years?	<input type="checkbox"/>	<input type="checkbox"/>	_____
14.	Used marijuana more than 15 times in your life?	<input type="checkbox"/>	<input type="checkbox"/>	_____
15.	Used any other illegal drug (including the use of anabolic steroids after February 27, 1991) in the past 10 years?	<input type="checkbox"/>	<input type="checkbox"/>	_____
16.	Used any other illegal drug (including the use of anabolic steroids after February 27, 1991) more than 5 times in your life?	<input type="checkbox"/>	<input type="checkbox"/>	_____
17.	Sold an illegal drug at any time in your life?	<input type="checkbox"/>	<input type="checkbox"/>	_____
18.	Engaged in the unauthorized usage of any illegal drug while employed in a position of public trust (e.g., a sworn Law Enforcement Officer, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	_____
19.	Failed to register for selective service, if required?	<input type="checkbox"/>	<input type="checkbox"/>	_____
20.	Omitted, mis-stated, or falsely stated any information, in writing or orally, to the FBI during the course of the application process?	<input type="checkbox"/>	<input type="checkbox"/>	_____

Section 3 - Application and Testing Process

21.	I have received and read the Applicant Information Booklet for the Special Agent position.	<input type="checkbox"/>	<input type="checkbox"/>	_____
22.	I understand that I must fully and accurately complete all application forms for employment. Failure to do so will result in the delay or discontinuation of my application processing.	<input type="checkbox"/>	<input type="checkbox"/>	_____

		Yes	No	Initials
23.	I will follow all instructions provided to me during the testing sessions and hiring process.	<input type="checkbox"/>	<input type="checkbox"/>	_____
24.	I understand that I will receive only a "pass" or "fail" as a result of the Phase I test battery and the Phase II interview and written exercise. I understand that due to the high volume of applicants, FBI policy, and fair employment practices at the FBI, numerical test scores, cut scores, areas of deficiency or strength, percentiles, etc., will not be provided to me.	<input type="checkbox"/>	<input type="checkbox"/>	_____
25.	I understand that during the final stages of the hiring process, placement on a New Agent's Class list is tentative . A hiring decision is conditional upon the successful resolution of any outstanding inquiries or issues.	<input type="checkbox"/>	<input type="checkbox"/>	_____
26.	I understand that I must successfully complete a 1.5 mile run within the established time frame.	<input type="checkbox"/>	<input type="checkbox"/>	_____
27.	I understand that prior to being placed in New Agents Training, I must meet the established height, weight, and body fat standards.	<input type="checkbox"/>	<input type="checkbox"/>	_____
28.	I understand that my appointment as a Special Agent is conditional and subject to budgetary limitations and authorized positions.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Section 4- Job Requirements

The following are some **required and potentially difficult** aspects of the Special Agent position. You must be both **willing and able**, with or without reasonable accommodation (in accordance with the Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990), to perform these aspects of the job in order to be considered for this position. Please read the following job requirements and indicate your response by answering **Yes** or **No** to each item and place your initials next to each response.

I am aware that as a Special Agent, I will be required to :

29.	Be available for FBI employment within 90 days of Phase II testing. Applicants may be required to accept no more than a two week notice to report to New Agent Training upon successful completion of the applicant process. Failure to do may result in disqualification for future consideration.	<input type="checkbox"/>	<input type="checkbox"/>	_____
30.	(Active Duty Military Only in lieu of #29 above) Provide a copy of my request to process out of the military upon successful completion of the polygraph examination. Further, I will accept a two-week notice to report to New Agent Training within two weeks of the date of any military discharge papers. I acknowledge that it is my choice to process out of the military, whether or not I am hired by the FBI.	<input type="checkbox"/>	<input type="checkbox"/>	_____
31.	If in military reserve, resign or be eligible to transfer to standby reserve status. Special Agents occupy "Key Federal Employee" positions and therefore may not be members of, or rejoin during FBI employment, military Ready Reserve units.	<input type="checkbox"/>	<input type="checkbox"/>	_____

	Yes	No	Initials
32. Successfully complete New Agent Training at the FBI Academy in Quantico, Virginia for 16 weeks which includes physical fitness, firearms, defensive tactics, academics, practical exercises, self-study, and teamwork.	<input type="checkbox"/>	<input type="checkbox"/>	_____
33. Successfully complete a two-year probationary period as a New Special Agent.	<input type="checkbox"/>	<input type="checkbox"/>	_____
34. Commit to serving the FBI as a Special Agent for three years.	<input type="checkbox"/>	<input type="checkbox"/>	_____
35. Drive a car.	<input type="checkbox"/>	<input type="checkbox"/>	_____
36. Guard and defend myself and others in dangerous and unpredictable situations such as being physically assaulted or fired upon with gun fire (Personal safety may sometimes be in jeopardy).	<input type="checkbox"/>	<input type="checkbox"/>	_____
37. Pursue and apprehend violators of the law (offenders may be unwilling to be detained and could be violent).	<input type="checkbox"/>	<input type="checkbox"/>	_____
38. Use physical and/or deadly force if necessary.	<input type="checkbox"/>	<input type="checkbox"/>	_____
39. Routinely carry firearms and use them, as appropriate, in a variety of life-threatening situations.	<input type="checkbox"/>	<input type="checkbox"/>	_____
40. Maintain proficiency with FBI firearms.	<input type="checkbox"/>	<input type="checkbox"/>	_____
41. Be assigned to any area within the FBI's jurisdiction (United States and Puerto Rico) in order to meet FBI needs on a temporary or permanent basis.	<input type="checkbox"/>	<input type="checkbox"/>	_____
42. Maintain physical conditioning/fitness training required to perform duties (e.g., raids, arrests, firearms), to include exercises during training at the FBI Academy such as pull-ups, push-ups, sit-ups, two-mile run, shuttle run/sprint, and defensive tactics.	<input type="checkbox"/>	<input type="checkbox"/>	_____
43. Be available at all times to meet the needs of the FBI, including, weekends holidays, and cancellation of scheduled vacations.	<input type="checkbox"/>	<input type="checkbox"/>	_____
44. Work an average of 10 hours per day. Work overtime or work an irregular schedule as required.	<input type="checkbox"/>	<input type="checkbox"/>	_____
45. Witness heinous crimes or crime scenes.	<input type="checkbox"/>	<input type="checkbox"/>	_____
46. Talk to victims of crime, their family or friends.	<input type="checkbox"/>	<input type="checkbox"/>	_____
47. Accept a starting salary of mid-\$30, 000s per year during the 16 weeks of training at the FBI Academy, and mid-\$40,000s (not including locality pay, prior federal service credit, availability pay, etc.) upon successful completion of the FBI Academy.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Yes No Initials

I understand that:

48. If I am hired, there will be at least a two week delay in the effective date of my medical coverage if I enroll as a new Federal employee in the Federal Employee Health Benefits program. ☐ ☐ _____

49. Federal law requires Special Agents to retire at the age of 57. ☐ ☐ _____

Please read the following statement and sign in the area below.

Warning: Any intentional false statement in this document or willful misrepresentation will result in disqualification from the Special Agent position. If the misrepresentation is discovered after hiring, you may be subject to inquiry and suitable administrative or disciplinary action up to and including dismissal.

I hereby acknowledge that I have read this document entitled "Application Checklist for the Special Agent position," and to the best of my knowledge and belief, the declarations made by me on this form are true. I understand that it is my responsibility to request any reasonable accommodations under the Americans with Disabilities Act and Rehabilitation Act of 1973 which I require to complete the application, testing, or hiring process.

Applicant's Signature _____ Date _____

Applicant's Social Security Number _____

Applicant Coordinator's or SA Recruiter's Signature _____

Field Office _____ Date _____